

The Director of Central Intelligence

Washington, D. C. 20505

September 2, 1987

The Honorable John E. Otto
Acting Director
Federal Bureau of Investigation
Washington, D. C. 20535

Dear John:

Many thanks for your letter of July 20th bringing me up to date on the review of the year-end letters which I signed consistent with longstanding FBI practice. I am glad that the Department approved the appropriateness of these letters and I appreciate the professional manner in which it was handled.

Warm regards,

Sincerely,

A handwritten signature in dark ink, appearing to read "Bill", written in a cursive style.

William H. Webster



U.S. Department of Justice

Federal Bureau of Investigation

Office of the Director

Washington, D.C. 20535

July 20, 1987

BY LIAISON

Honorable William H. Webster
Director of Central Intelligence
Central Intelligence Agency
Washington, D. C.

Dear Judge Webster:

You may recall a letter dated December 18, 1986, which was directed to Michael Shaheen at the Department's Office of Professional Responsibility (OPR) by [redacted] of [redacted] took issue with the sending of "Christmas cards" by an agency of the Department of Justice at the Government's expense. The letter was referred to the FBI's OPR for its recommendation and an interim response was sent to [redacted] on March 17th.

STAT
STAT

STAT

Since that time, our Legal Counsel Division (LCD) and Inspection Division (ID) have reviewed past policy and the Comptroller General's (CG) position with respect to the practice of sending year-end, season's greetings, letters.

LCD opined that the year-end letters prepared by the FBI transact official business as they enhance the Bureau's ability to maintain effective liaison with citizens, private organizations, other law enforcement agencies and with other groups and individuals. It further noted that Congress has recognized the need for the FBI to maintain effective relationships with these individuals or entities. With regard to the sending of year-end letters to those employees on extended sick leave, LCD noted that such practice does not violate any Federal statutes or regulations. Consideration was given to the CG's position that the cost of greeting cards is a personal expense of the officer who authorizes their use, and, therefore, cannot properly be charged to appropriations.

In sum, LCD opined that [redacted] concern that the practice by the FBI of sending year-end letters is based on unfounded assumptions and are erroneous. LCD's memorandum was forwarded to Michael Shaheen for his recommendation, and Mr. Shaheen, by memorandum to our ID dated June 26, 1987, concurred

STAT



Bicentennial of the United States Constitution (1787-1987)

Honorable William H. Webster

that the expenditures incurred in preparing these letters can be appropriately charged to the FBI's appropriations as being clearly in the Government's interests.

Since this issue was raised during your administration, I thought you might be interested in the final decision. I am enclosing, for your further information, a copy of our final reply to

STAT

Sincerely,



John E. Otto
Acting Director

Enclosure

**U.S. Department of Justice****Federal Bureau of Investigation**

Washington, D.C. 20535

July 20, 1987

STAT

Dear 

STAT

This is in further response to your letter of December 18, 1986, to Mr. Michael E. Shaheen, Jr., Counsel, Office of Professional Responsibility, Department of Justice. Your complaint was forwarded to the FBI for consideration.

In your letter you complain that an agency of the Department of Justice may have prepared "Christmas cards" in excess of "1,000" and "may be multi-thousands" at agency expense, and you expressed the thought that the postage was at Government expense. You also expressed the opinion that Government agencies should not use public funds for public relations purposes.

I am sure your letter was motivated by a sincere desire to be sure that the American public is getting the most for its tax dollar and that all agencies are performing within proper guidelines and congressional constraints. I have looked into your allegations thoroughly and can assure you that the FBI has committed no violations or infractions of any Federal statutes or regulations.

The FBI, as an investigative agency, relies upon public contact for the fulfillment of much of its investigative responsibilities. It works hand in hand with other Government entities and law enforcement agencies at every level, many of which provide cooperative services as well as manpower support at no charge to the Government. In recognition of this assistance, the FBI does, at the end of the year, send "thank you" letters to those individuals or agencies which have provided support and assistance to the FBI during the year. Since this is done at year's end, best wishes are

**Bicentennial of the United States Constitution (1787-1987)**

FBI/DOJ

Honorable

STAT

also extended for the holiday season. Messages of good wishes are also sent to those employees who are on extended sick leave on behalf of all FBI employees.

From time to time in the FBI, overtime is granted on a limited and approved basis. It is possible that, along with other work being performed after normal working hours, some work in connection with the preparation of these letters was done.

In addition to my review of your allegations, the Office of Professional Responsibility, Department of Justice, has thoroughly reviewed the FBI's findings and concurs that the expenditures incurred in preparing these letters can be appropriately charged to the FBI's appropriations as being clearly in the Government's interests.

Sincerely yours,

William A. Gavin
Assistant Director
Inspection Division